

**FORT MYERS SHORES FIRE & RESCUE PROTECTION DISTRICT
BOARD OF FIRE COMMISSIONERS
February 20, 2020
MINUTES**

Call Meeting to Order

Commissioner Apperson called the meeting to order at 7:30 p.m. In attendance were Commissioners Apperson, Detzel, and Ragen. Also in attendance were Chief Dowaliby, Deputy Chief/Fire Marshal Rewis, Engineer/DVP Washburn, Chaplain Cords, Administrative Assistant Howard, and other members of the department.

Pledge of Allegiance and Moment of Silence

Prayer – Chaplain Cords

Amendments to the Agenda

None

Presentations/Awards

Chief Dowaliby reviewed the draft 2019 Annual Report

Approval of Minutes

The minutes for January 2020 were presented for approval. Commissioner Detzel made a motion to accept the minutes as presented. Commissioner Ragen seconded and the motion passed.

Treasurer's Report

Bank account balances for the month of January 2020:

The Operating Account opened with \$3,765,878.94. There were deposits of \$84,780.71, expenditures of \$536,249.68, and an ending balance of \$3,314,409.97.

The Impact Fee Account opened with \$959,225.07. There were deposits of \$65,631.02, no expenditures, and an ending balance of \$1,024,856.09.

The 4-Week C.D.A.R.S. opened with \$2,000,000.00. We transferred \$250,000.00 into the account from the operating fund and the ending balance was \$2,250,000.00.

The 13-Week C.D.A.R.S. opened and closed the month with \$2,000,000.00.

The 26-Week C.D.A.R.S. opened and closed the month with \$2,000,000.00.

Total of all accounts at the end of the month was \$10,589,266.06.

Commissioner Ragen made a motion to accept the Treasurer's Report. Commissioner Detzel seconded and the motion passed.

Chief's Report

Items of Interest

- We conducted a hiring board and Casey Gee scored at the top! I would like to congratulate him on his efforts!
- We are still moving forward with the survey for the FPL property. The work is completed, and Mr. Pringle will have an update.
- We continue to move forward with the Verandah property. Mr. Pringle will have an update during his report.
- I attended the first medical in-service with Dr. Rodi at the Pine Island FD.
- DC Rewis and I were on the Strike Team the first week of February.
- Administrative Assistant Howard, DC Rewis and I attended the Buckingham Exceptional Student Center's Volunteer Appreciation luncheon.
- Annual physicals are being arranged.
- The Alva Fire Department Volunteer Dinner is this Sunday from 10:00 am to 2:00 pm. You are all invited.
- We have a couple of birthdays to celebrate this month; Captain Jones' wife Deanna, Engineer Swindle's son Karson, Engineer Washburn's wife Julie and daughter Rylee, Engineer Simmons' wife Leslie, and Firefighter Hunt's daughter Avery. Happy Birthday!
- We have a couple of anniversaries to celebrate this month, Captain Jones and his wife Deanna and Engineer Simmons and his wife Leslie. We hope you had a great day!
- We celebrate a couple of department anniversaries; Deputy Chief Rewis – 15 years, and Captain Jones – 17 years. Congratulations!!

Meetings Attended

- I met with John Talmage and Tatum Walker from the Economic Development Office.
- Deputy Chief Rewis and I attended the Tone Alert Demonstration.
- I attended Chief DeWitt's promotion ceremony. It was very impressive.
- Tom Jakubisin and Duey Duncan from CORE Construction met with Administrative Assistant Howard, Deputy Chief Rewis and m for an hour discussing Station 2 and the F.P.L. Training Facility. I would welcome any of the other companies we interviewed as well.
- I attended the Lee County Fire Chiefs Association and special Chiefs meeting.
- Deputy Chief Rewis and I attended Pierce Road Rally at Ten-8.

Training Attended

- Captain Jones and Firefighter Peterson attended a wide area search class.
- We have several men working on their Bachelor and Associate degrees.

Commissioner Detzel made a motion to accept the Chief's Report. Commissioner Ragen seconded and the motion passed

Attorney's Report

- Review of the most recent correspondence to Verandah with changes to the purchase contract including:
 - Restrictions on invasive testing without prior permission – we will need to do some testing during the inspection period, so we need to work out an agreement for this.
 - Stormwater drainage – the system currently drains into their lake and we feel that they should be responsible for maintaining it. We will continue to negotiate this item.
 - Sanitary sewer service – we would like to have language in the contract to specify that we will hook to the county system if the county allows us to, but we need to be able to use Verandah's system if we aren't able to use the county's.
 - We also feel that they should maintain the wall and landscape at the front of the property, particularly if they require us to keep the wall in place. We will continue to negotiate this point as well.
- FPL property: The survey and engineering firm (C.E.S.) is doing a very thorough job and has completed the survey of the property which is comprised of the main parcel (the lot) and

another separate parcel (Joppa Ln adjoining the lot). We have received the legal description of both parcels and there were very few issues noted – there are a couple of easements, a 30-foot easement for water lines and the 50-foot easement at the highway. The surveyor is concerned that there may be natural gas pipelines as well because there was an easement granted to Lee County in 1966 for pipelines. However, the requirement was that they would have to start construction within 2 years, or the easement would expire.

We also completed the title search and found a couple of items – FPL has a \$500,000,000 mortgage that includes all of their property in Florida, and there is a final judgment of a negligence case of over \$27,000,000. The two parcels would need to be released from both of these before we proceed.

Commissioner Ragen made a motion to accept the Attorney’s Report. Commissioner Detzel seconded and the motion passed

Fire Prevention Division Report

- Current Construction: None to report
- New Construction: Race-Trac – the fuel tanks are in and have been inspected
- Projects Completed: Portico Clubhouse, Winn Dixie’s new fire alarm system
- Revenues: The Division billed \$716.34 for the month
 - 1 – Occupancy Inspection, \$60.00
 - 2 – Fire Alarm Base Fees, \$50.00 each
 - 1 – Fire Alarm System, \$17.00
 - 2 – Central Station Acceptance Test, \$25.00 each
 - 1 – Fire Sprinkler base Fee, \$50.00
 - 1 – Fire Sprinkler per device, \$84.80
 - 1 – Underground Pressure Test, \$150.00
 - 1 – New Building Shell per sq ft, \$204.54
- Meetings Attended: Lee County Fire Chiefs Association; Lee County Fire Marshals and Inspectors Association; Lee County Fire Arson Task Force; Regional Incident Management Team

- Prevention Education: The Boy Scouts group visited the station with A-Shift; I attended the Fire Rescue East trade show in Daytona Beach; CPR/AED class for residents in Verandah; CPR/AED-BLS class for Riverdale Dental employees
- Inspections: The division completed 37 various fire inspections for the month.

Commissioner Detzel made a motion to accept the Prevention Report. Commissioner Ragen seconded and the motion passed.

Public Input on Agenda Items

None

Old Business

1. Approve electrical work on boat lift performed by Mike Patrick, Inc. for \$1,550.00.

Commissioner Ragen made a motion to approve the electrical work. Commissioner Detzel seconded and the motion passed.

New Business

1. Approve S.O.G. #28 – Marine Emergency Response

Commissioner Detzel made a motion to approve S.O.G. #28. Commissioner Ragen seconded and the motion passed.

2. Approve purchase of bunker gear for Casey Gee: Our policy is to provide each employee with two sets of bunker gear so they will always have a set when one is being cleaned. We will need to purchase one new set for FF Gee at a cost of \$3,281.80. We also request approval to purchase his gear from Alva Fire Department to use as his second set. They purchased the gear in August 2019, so it is only 6 months old. After depreciation, the cost of the bunker coat and pants from Alva will be \$2,310.40. There will be a minor additional cost to change the department name on the gear and we don't have that exact total yet.

Commissioner Detzel made a motion to purchase the gear from Alva for not more than \$2,500.00. Commissioner Ragen seconded and the motion passed.

Commissioner Ragen made a motion to approve the purchase of the new set of gear for not more than \$3,500.00. Commissioner Detzel seconded and the motion passed.

3. Approve GASB 75 Actuary Study by Bolton Partners – FY 2020 for \$3,500.00 and FY 2021 update for \$1,100. This is a total of \$250.00 more than the previous two-year quote.

Attorney Pringle has a revised contract that he would like to have Bolton execute. He has inserted the new costs. We request approval for the contract costs and we will come back to the Board if there is any issue with the contract revisions.

Commissioner Detzel made a motion to approve the contract. Commissioner Ragen seconded and the motion passed. The motion was amended to give the Chair the authority to sign the contract.

Public Input on Non-Agenda Items:

None

Union Report:

None

Comments from Commissioners:

Thanks to everyone and stay safe. Thanks to the Chief for the Annual Report.

Adjourn

Commissioner Detzel made a motion to adjourn. Commissioner Ragen seconded and the motion passed. Meeting was adjourned at 8:35 p.m.